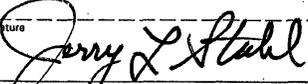
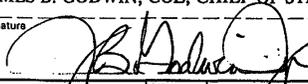


POSITION DESCRIPTION (Please Read Instructions on the Back)						1. Agency Position No. NL11643	
2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location Orlando, FL		5. Duty Station Orlando, FL	
Explanation (Show any positions replaced) Replaces JN NL10663		7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks)		11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input type="checkbox"/> 1 - Non-Sensitive <input type="checkbox"/> 3 - Critical Sensitive <input checked="" type="checkbox"/> 2 - Noncritical Sensitive <input type="checkbox"/> 4 - Special Sensitive	
		SES (Gen.) <input type="checkbox"/> SES (CR) <input type="checkbox"/>				13. Competitive Level Code 1310	
						14. Agency Use	
15. Classified/Graded		Official Title of Position		Pay Plan	Occupational Code	Grade	Initials
a. U.S. Office of Personnel Management							
b. Department, Agency or Establishment							
c. Second Level Review							
d. First Level Review		Security Assistance Integrator		GS	0301	13	DL 1/27/00
e. Recommended by Supervisor or Initiating Office							
16. Organizational Title of Position (if different from official title)				17. Name of Employee (if vacant, specify)			
18. Department, Agency, or Establishment Department of the Army (DA)				c. Third Subdivision Office of the Commander (C)			
a. First Subdivision Army Materiel Command (AMC)				d. Fourth Subdivision Command Analysis and Planning Office (CA)			
b. Second Subdivision Simulation, Training & Instrumentation Command (STRICOM)				e. Fifth Subdivision			
19. Employee review - This is an accurate description of the major duties and responsibilities of my position.				Signature of Employee (optional)			
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the				knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.			
a. Typed Name and Title of Immediate Supervisor Jerry L. Stahl Director, Command Analysis and Planning Office				b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)			
Signature 		Date 1/14/00		Signature		Date	
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.				22. Position Classification Standards Used in Classifying/Grading Position USOPM PCS, Admin Analysis Grade Evaluation Guide, Aug 90; USOPM Miscellaneous Admin & Program Series, GS-0301			
Typed Name and Title of Official Taking Action JAMES B. GODWIN, COL, CHIEF OF STAFF				Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.			
Signature 		Date 1/27/00					
23. Position Review		Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)							
b. Supervisor							
c. Classifier							
24. Remarks Position is at the full performance level. BUS: 7777							
25. Description of Major Duties and Responsibilities (See Attached)							

GS-301-13
Security Assistance Integrator

INTRODUCTION

Position is located in the Command Analysis and Planning Office of the U.S. Army Simulation, Training and Instrumentation Command (STRICOM), a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of Army training devices, simulations, simulators, test and training instrumentation, targets threat simulators and Advanced Distributed Simulation (ADS). The mission includes cradle to grave life cycle acquisition beginning with tech base programs and following through with each phase of the acquisition process. The Commander centrally directs, coordinates and supports the materiel development, acquisitions and sustainment activities through the functional matrix organization and four project managers.

MAJOR DUTIES

1. Serves as senior command representative working directly with representatives of U.S. Army Security Assistance Command (USASAC), other Major Subordinate Commands, Security Assistance Officers and foreign governments to identify/define simulation/training device requirements. Directs the analyses of customer specific training requirements in relation to on going STRICOM acquisition programs to determine if adequate sources are available. Coordinates and integrates the actions of requirements determination teams both CONUS and OCONUS. Arbitrates conflicts between customer requests and U.S. Government policies, procedures and capabilities. 20%

2. Plans, directs, coordinates, and manages Foreign Military Sales (FMS) cases for complex high priority/highly visible FMS cases assigned. Has responsibility for total case management from preparation of Price and Availability (P&A) and Letters of Offer and Acceptance (LOAs) through implementation, execution and case closure. Monitors and analyzes logistical and financial progress of FMS programs against price and availability estimates, insuring that U.S. Government commitments are met. Provides status reports to senior leadership within the U.S. Government and Foreign Militaries. Develops, staffs and implements modifications and amendments to FMS cases as required. Insures compliance with national security and national military strategies and all DOD and U.S. Army Security Assistance regulations. Directs contract actions, and develops contract packages to obtain products and services required for management of the command's security assistance program, as well as procuring limited products and services directly for FMS

customers.

40%

3. Represents the command and the U.S. Army at meetings and conferences, both CONUS and OCONUS, responsible for addressing all aspects of current and future STRICOM security assistance programs. Has authority to make commitments relational to STRICOM products and services within the guidelines of regulations, policies and procedures. Addresses overall program status and issues/actions as required.

20%

4. Responsible for input to the command's annual FMS Administrative budget requirements. Also monitors and provides reports and updates to management on obligation and expenditure rates of FMS Administrative and case funds. Recommends investments and adjustments in FMS Administrative budget execution.

20%

5. Performs other duties as assigned.

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION

- Comprehensive knowledge of the principles of organizational behavior is required to assess the requirements and interact with varying types of foreign military organizational structures.

- Keen awareness of the legislative principles governing Security Assistance which include the Arms Export Control Act and Foreign Assistance Act is essential to comply with intricate legal aspects of international affairs.

- Comprehensive knowledge of Security Assistance policies and procedures and sequential actions is required to effectively manage an FMS case.

- Keen awareness and comprehensive understanding of the mission, doctrine, and strategy of the Army, AMC, and STRICOM is required to meet national security and military objectives.

- Expert skills and understanding of the automated database systems to integrate their use and acceptance into STRICOM's everyday business practices is required to perform total case management on a day-to-day basis.

- Expert knowledge of both qualitative and quantitative analytical management methods is required to provide effective financial management of Security Assistance programs.

- In-depth knowledge of the military Command structure, missions, programs and organizational relationships is essential to accurately and effectively represent the command during meetings and conferences.

FACTOR 2. SUPERVISORY CONTROLS

Incumbent works under the general supervision of the Chief of Strategic Planning and Program Development. As such, incumbent works independently and work is reviewed only for attainment of objectives and program goals.

FACTOR 3. GUIDELINES

Guidelines include various DoD, AMC and DA regulations governing acquisition and Security Assistance. Guidance is also in the form of basic administrative policy statements and requires the application of judgement and discretion in determining intent. Incumbent must interpret and adapt guidelines when necessary.

FACTOR 4. COMPLEXITY

Difficulty exists in identifying the nature of the issues or problems encountered. The work involves implementing basic changes to planning, controlling and budgeting STRICOM's activities and allocating its resources.

FACTOR 5. SCOPE AND EFFECT

Incumbent has responsibility for maintaining active affiliation with other Security Assistance activities throughout AMC, as well as allies and international organizations. Analytical studies often lead to realignment of functional responsibilities, expansion of activities or divestiture of functions. Results of work are critical to the STRICOM mission on a long term and continuing basis.

FACTORS 6&7. PERSONAL CONTACTS/PURPOSE OF CONTACTS

Contacts include management and employees within STRICOM, AMC, and Department of the Army, allied nations and international organizations. These contacts will take the form of meetings, discussions, and briefings. The purpose of these contacts is to justify and explain findings, foster better understanding, and settle matters involving issues such as recommendations affecting resources and programs.

NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# 11643

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."
